

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission**  
**Minutes**  
**August 16, 2006**

**Call to Order**

The regularly scheduled meeting of the Washington Borough Recreation Commission was called to order on Wednesday, August 16<sup>th</sup>, by Dawn Higgins, Chairperson, at 7:48 p.m. Also in attendance were Commissioners Candy DeFillippis, Rick Feldman, Angela Frye, and Joe Kresser. Angela Wallace arrived at 8:07 and Terry Finnegan arrived at 9:09. Absent was Park Director Adam Payne.

**Review of Past Minutes**

A motion was made by Candy DeFillippis to approve the minutes from the July 19<sup>th</sup> meeting, seconded by Rick Feldman. Angela Frye abstained. Motion passed.

**Correspondence**

A letter was received from Big Brothers Big Sisters thanking the Recreation Commission for allowing them to hold their 2<sup>nd</sup> Annual Dustin Merunka Memorial Swim-a-Thon at the pool.

**Open Public Session**

No members of the public were present at this meeting.

**Park Director's Report**

Adam Payne stated in his report that the main pool failed two tests and he is waiting for the results of the third test. Adam reported that the filter began to fail about this same time last year. He also noted that Garden State Lab collects water samples on the weekend and the samples sit in the lab until Monday to be tested.

**Treasurer's Report**

A Salary vs. Budget Report and a YTD Expense Summary Report were handed out. Rick Feldman stated the Commission has approximately \$55,000 left for the year. Rick asked the Commissioners to begin making a priority list of things that need to be done, for example, the pavilion needs to be sealed before winter.

**Commissioner Reports**

**Men's Basketball**

Joe Kresser reported that all went well during the season.

**New Business**

**Budget Workshops**

Dawn Higgins would like one of the October meetings to be used to discuss what is needed for each line item of the budget. Nothing else would be discussed at this meeting.

### **5-Year Plan**

Dawn Higgins stated that the Commission needs to be proactive and take a look into the park and programs to determine a goal for each. Dawn would like to see a priority list by year end of what each Commissioner would like to see. Rick Feldman feels the 5-year plan should be done by a professional who would take into consideration the demographics of the area, what we offer now versus what we want to offer. Dawn Higgins will see if Bill Folts would be interested in helping or if he can recommend companies that can help. She will also call NJ Parks and Recreation concerning the 5-year plan.

### **Borough Park Ballfield Assessment**

The Commissioners want the park to be utilized. Rick Feldman stated the fields need to be built for what they will be used for. Borough Park is currently set up for Girls' Softball, but Rick feels it needs to be redone. Joe Kresser feels Steinhardt Field should stay a baseball field. Candy DeFillippis noticed that when the grass at Borough Park was cut, it was blown onto the dirt and began reseeding. Joe and Candy both stated the fields need to be maintained, aerated and fertilized.

### **Unfinished Business**

#### **Little League**

Commissioners felt the 2006 season went well.

#### **Emergency Squad & Auxiliary's Fall Festival**

Candy DeFillippis questioned how they will handle clean-up of the park after the festival. Dawn will call Tammy Moon regarding this. Dawn will also check that the dates of the festival don't interfere with the Field Hockey and Soccer game schedules.

#### **Pavilion Rental Fee**

It was decided the pavilion rental fee for Borough residents will be \$25 per day and the non-resident fee will be \$50 per day. Those wishing to use the pool as well will pay the day rate.

#### **Pavilion Status Update**

Commissioners noticed that the pavilion floor floods whenever it rains. Dawn Higgins stated the handicap access road will be completed this Friday. As far as the Commission is aware, no directive has been given to Bob Miller or the Road Department in regards to the retaining wall. Rick Feldman would like the Borough Engineer to prepare a plan for soil erosion and drainage issues for review by the Recreation Commission by October 15<sup>th</sup>. Dawn Higgins will draft a memo to Bob Miller regarding this request. Dawn will also look into having an Eagle Scout build a message board for the pavilion rather than purchasing one.

#### **Railroad Avenue Status Update**

The Commission has not received any new information concerning Railroad Avenue. Rick Feldman would like to know when the Borough Manager made the official request for Railroad Avenue Green Acres Funding. Dawn Higgins will follow up on this request.

#### **Washington Meadows Soccer Field Status Update**

Dawn Higgins has asked the Borough Manager to requisition money to fix the field. She stated the Borough Manager does not feel Council will give monies out this year. Rick Feldman stated the Borough Manager and Council said the field would be fixed last year. The Commission is upset with the field's current condition, as it is an eyesore. Terry Finnegan stated the field must be repaired now.

**Borough Park Stadium Light Status Update**

Dawn Higgins stated that the Stadium Light Project was awarded to Lucus Electric Co., Inc. The Commission doesn't want the contractor on the field until all sports are completely over. The entire field is currently being used.

**Pool Renovation Project Status Update**

Plans and specs were available for the Commissioners to review. Terry Finnegan explained why there was a base bid and an additional bid for the extras. The Commissioners questioned who will be paying for the pool decking as they did not notice any new decking on the plans. Dawn Higgins will follow up on this with the Borough Manager.

**Executive Session**

A motion to enter Executive Session at 9:28 p.m. for the purpose of discussing personnel, real estate, and/or legal matters was made by Joe Kresser, seconded by Angela Frye. Motion passed.

A motion was made to close the Executive Session at 10:12 p.m. by Terry Finnegan, seconded by Joe Kresser. Motion passed.

**Commission Requests and/or Remarks**

**Recycle Cans**

Ten 25-gallon recycling cans had been requested in 2004; however, Rick Feldman stated the Borough Manager told him they are all gone. Dawn Higgins will look into how the park personnel are to recycle with our current garbage company.

**Adjournment**

A motion to adjourn was made at 10:20 p.m. by Angela Wallace, seconded by Candy DeFillippis. Motion passed.

Respectfully submitted by Ann Kilduff